

Mundford Parish Council Meeting Thursday 4th July 2024 in the Large Hall, Mundford Village Hall

Those present: Cllrs S Eyres (Chairman), J Musgrove and S Morris and 2 members of the public.

1. Chairman’s opening remarks:

The Chairman welcomed everyone to the July meeting and thanked all the Councillors for all that they have done over the last few months, grass cutting, Meander meetings etc.

2. Apologies for absence:

Cllr G Stubley. Accepted

3. Acceptance and signing of the previous minutes:

The minutes of the meeting on June 6th were proposed by Cllr Musgrove, seconded by Cllr Morris and approved by 3 Cllrs with a show of hands.

Cllr M Locke (Vice-Chair) arrived at 7.33pm

4. Co-Option:

Alexander McLean has sent his application to the Clerk, which was sent to all Cllrs before the meeting. Cllr Eyres asked the other Cllrs if they had any questions for Alexander before they voted on his application. There were none, so a closed vote was held, with him being voted on to the Parish Council. He signed the relevant document and then joined the Cllrs for the rest of the meeting.

5. Declarations of interest:

Cllrs Eyres and Musgrove for item 11.1 Payments and Cllr Morris for item 9.12 Allotments.

6. Public participation:

None.

7. Planning applications:

2 applications have been approved by BDC and 1 refused (see below)

A new application for 13 Fir Close was sent to the office but the Clerk is awaiting advice on this application before sending out the planning application circular.

Reference no:	Description:	Address:	Outcome/Update	Comments Submitted by MPC
3PL/2023/0161/F	2 Storey sports facility	Village Hall	Undecided	Yes
3PL/2023/1179/F	9 Dwellinghouses	Land North of Bracken Rise	Approved by BDC	Yes
3PL/2024/0320/F	Residential development of 1 self-build dwellinghouse	Land adjacent to 49 Swaffham Road	Undecided	Yes
3PL/2024/0443/PIP	Proposed single self-build dwelling (Permission in principle)	18 The Brecklands Mundford	Refused by BDC	Yes
3PL/2024/0466/HOU	Single storey front porch extension	56 Impson Way Mundford	Approved by BDC	Yes

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8. Reports:

8.1 District Cllr Ian Sherwood

None

8.2 County Cllr Fabian Eagle

None

9. MATTERS ARISING.

9.1 Village competition

- Sponsors so far: Style £100 rather than the £50 suggested, Browns and EJK Groundworks £30 each. It was decided that the Clerk contact the sponsors who had not yet responded on Monday.
- The Clerk has contacted FOMS (Friends of Mundford School) in regard to them holding a fundraising activity in the afternoon slot- awaiting a response.
- The Clerk to also contact local groups to ask if they would like to join the event with fundraising ideas- hopefully some food and drink provision.
- Cllr Musgrove proposed that a charge of £1 per team was acceptable, seconded by Cllr Locke and approved by all with a show of hands
- Cllr Eyres stated that Blooming Gardens would be happy to sponsor £50 to the event, the Clerk to add him to the list of sponsors.
The member of the public left at 8.10pm

9.2 Outstanding Highway Matters

- The Clerk met with Darren Walmsley, walking around the village, looking at the following issues: drainage problems on the Village Hall grounds, the missing road markings on West Hall Rd and outside Yallops, the overgrowing verge by the new footpath and drainage issues in this area. The damaged surface of the footpath by the bridge there, and around the manhole cover in the road as well as the longstanding problems with the blocked outfall at the bridge near Ickburgh and the increasing amount of speeding vehicles on the roads into Mundford. He stated that the road markings will not be re-painted as they are not deemed necessary, the damage to the footpath does not yet meet their intervention criteria and to fix the drainage issue would be too costly for their current budget (as this would involve taking up the road to lay a pipe and insert drains). He said that the water on the village Hall grounds is not caused by the highways, but he would send out a team to clear the overgrowing verge and fix the road surface. The ongoing issue with the blocked outfall is still on their list to address in the future but he could not say when and he felt it unlikely that the speed limit would be lowered.
- Cllr Eyres stated that the dip in the road is causing the flooding issues on the Swaffham Road and will look into this himself.
- County Cllr Eagle informed us on July 2nd that “the dangerous junctions within my division will be cut this week. This is an additional cut to the Highways programme which I have requested and funded from my Highways Budget”
- There are several properties in Fir Close that have put rubber kerb ramps in the road so that cars can access their gardens for parking, these are not safe for cyclists, the Clerk to report these to NCC.

9.3 Footpaths and Verges

- The footpaths in the Brecklands were reported again, with photos attached. The father of a blind lady has explained that this is very troublesome for her, as well as being unsafe for other residents.
- The Clerk has sent photos of the overgrowing hedge and trees to the team that work on the school grounds, after complaints from residents. The school were consulted first and agreed that an email from the Parish Council might help them get the work done. Their response was that they do not cut hedges in the bird nesting season, but will do if the school signs to permit it.
- We have been contacted by another resident of Impson Way, concerned about the overgrowing trees and bushes in the turning/ parking area (as previously discussed). Cllr Eyres suggested that the Cllrs take a look at the area with a view to a working party of Cllrs carry out the work.
- The Clerk has emailed The Bowls Club after further pavement parking on Wednesday night for a bowls match- no response as yet.
- There are many overgrowing hedges in the village that are obstructing footpaths, it was agreed that all Cllrs would report any of these to the Clerk ahead of the next meeting so that letters can be sent.

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9.4 Handyman/Gardener

- Bruce has worked 24.5 hours this month, preparing and planting the beds and planters and watering
- This month The Clerk met with Bruce for an hour to carry out his job chat/ appraisal. The Clerk sent a copy of this to the Chairman.
- It was agreed that the Parish Council will pay Bruce £150.00 toward the wear and tear of his own equipment that he uses in his work. The Clerk to inform him. This was proposed by Cllr Musgrove, seconded by Cllr McLean and approved by all with a show of hands.
- Following treatment on 25th July, Bruce self-certificated until July 2nd and has submitted a Fit Note from 2/7 to 22/7.
- He may feel well enough to return before then but will notify the Clerk. He will have to complete a return-to-work form.
- Cllr Eyres has carried out 2 watering sessions and will continue to do the watering until Bruce is well enough to do it.

9.5 War Memorial

- Abbeygate Masonry have not yet been out to look at the War Memorial to assess the damage and provide quotes, they have been very busy but have stated that they will come very soon.
- It was agreed that the cracks are worsening.
- Cllr Stubble sent all Cllrs an email with information on a Portland stone column- research that she has done. This subject to be added to the next agenda, and the Clerk to contact Abbeygate Masonry again.

9.6 Removal of Christmas Trees from the Village Green

- The last tree was removed on July 2nd.

9.7 Road Speed Limits

- The Clerk has looked at emails from NCC and has found nothing relating to the speed limit but will look in more depth and at paper files this month. Cllr Musgrove will look for any information he has too.
- Cllr Stubble sent all Cllrs her suggestions for moving forward and this to be added to the next agenda.
- Norfolk Police have said that they will look to increase speed checks/ police presence in Mundford and will copy in the Safety Camera Team, asking them to pay the village a few visits.

9.8 Christmas lights switch on:

- 2 Tables and 2 signs have been purchased and delivered (see payments sheet)
- Father Christmas- another person was suggested, the Clerk to contact him.
- Cllr Eyres suggested buying some bunting to put up in St Leonards Street for the event, Cllr Musgrove to look for prices for that and for 2 more flashing safety lights for the event.

9.9 Financial Regulations:

- The new, revised document was emailed to all Cllrs before the meeting. It was agreed that the Clerk would adapt the new document, send it to all Cllrs and add it to the next agenda.

9.10 Neighbourhood Plan:

- The Clerk contacted the Chair of Gooderstone Parish Council, who had been considering undertaking a Neighbourhood Plan. She said "In the latest Breckland plan we were told Gooderstone was a protected village due to stone curlews so classed as SSI, the potential committee are meeting next Tuesday to make a decision. I have been told that the PC has not much involvement in the plan and its more what the parishioners want"
- The Clerk also contacted Stoke Ferry Parish Council as they have completed their plan, we are awaiting a response.

9.11 Grass Cutting:

- Cllrs Eyres and Musgrove and the clerk met Will from TTSR at the office to review the grass cutting contract after the first 2 cuts. The previously discussed amendments were made and a revised quote has been received and was emailed to all Cllrs before the meeting.
- Cllr Eyres has suggested that we seek a quote for treatment of the grass on the Village Green, it was agreed and quotes will be sought.
- We have received an invoice from Blooming Gardens for the Village Green grass cutting (see payment sheet)
- We have also received a receipt from Blooming Gardens for watering the beds and planters (see payment sheet)

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9.12 Allotments:

- Cllr Musgrove has filled some of the tanks but they are being emptied quickly- The Clerk to email a polite reminder to water sparingly and consider the other allotment holder's needs.
- Not all Cllrs have yet inspected the allotments, Cllr Musgrove to fill out the inspection form.

10. Correspondence:

- Chrissie Pymar had one of the cordylines and sent a thank-you message and donation of £10 to further planting. The Clerk thanked her on behalf of the Parish Council.
- A resident has called the office, wishing to donate bulbs for the planting in October as she is not able to attend the session herself. She would also like to donate plants for the beds and tubs in the future, as she has done previously.
- Richard Oughton (mole contactor) has sent his invoice in. Cllr Eyres proposed that his services were kept for the next year, seconded by Cllr Musgrove and approved by all with a show of hands.
- We have received emails from 2 Ickburgh residents and 1 Swaffham Rd Mundford resident concerning the speed limit on the A1065.
- The Clerk has spoken to Sean Asplin at NCC about the FlexiBus+ service for information to add to an update in the Mundford Messenger.
- Dave Goodrham has put in an invoice for £50 this month for grass cutting at the church, he has filled both of their cans and we should not expect an invoice next month.
- The July litter picking session date has been changed, it is now Thursday 11th July. The volunteers were consulted.
- Cllr Eyres presented Dave Goodrham with the £50 voucher for Browns for the church grass cutting volunteers.

11. Finance:

11.1 Payments and Receipts for June

- Cllr Locke proposed all the payments, seconded by Cllr Morris and approved by 3 Cllrs with a show of hands.
- The Everflow invoice is for 23p this month, following the previous estimated bill.
- Cllr Stubble completed the bank mandate paperwork and this has been returned to Barclays.
- The Clerk spoke to Barclays about banking cash and has received a cash deposit card which will allow cash to be deposited at the post office.
- The bank reconciliation was checked and signed by Cllr Eyres.

June			
Direct Debits			
EDF	Office electrics	£	27.71
EDF	Allotment Hut electrics	£	16.70
N-Power	Street lighting	£	259.22
BT	Office phone and broadband	£	55.80
EE	Sim only	£	7.38
Everflow	Office water	£	0.23
Cloudy IT	Cloud storage	£	12.46
		Total	£ 379.50

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<u>Other</u>		<u>Payment Type</u>		<u>Petty Cash</u>
A Shepherd	June report	BACS	£ 300.00	
L Morris	Wages	BACS	£ 849.06	
B Mclsaac	Wages + expenses+holiday	BACS	£ 335.25	
L Morris	2x signed postage	BACS	£ 15.90	
L Morris	Office supplies	BACS	£ 7.49	
Brown's Kitchen	Voucher for Church grass cutters	Petty Cash		£ 50.00
J Musgrove	TSOHOST annual payment	BACS	£ 57.46	
D Goodrham	Petrol for church mower	BACS	£ 50.00	
Viking Direct	Office supplies	BACS	£ 97.42	
Didlington Nurseries	Begonias and cordylines	BACS	£ 536.40	
L Morris	60 miles mileage- lawnmower	BACS	£ 27.00	
HMRC	Amount owed	BACS	£ 30.08	
G Stubley	2 road signs for Christmas event	BACS	£ 81.96	
S Eyres	2 folding tables for xmas event	BACS	£ 99.98	
Blooming Gardens	Village Green grass cutting	BACS	£ 245.00	
Blooming Gardens	Village watering	BACS	£ 60.00	
Mundford Village Hall	Grant for playground equipment	BACS	£ 996.50	
Rosemary Godfrey	Website support	BACS	£ 50.00	
Lawn Boy	Repair to Allotment mower	BACS	£ 46.20	
TTSR	Grass cutting	BACS	£ 1,360.72	
		Total	£ 5,246.42	£ 50.00
		Total money out	£ 5,675.92	
Money in				
Community Account				
Savings Account				
Barclays Bank	Bank interest	BACS	£ 98.18	
		Total	£ 98.18	
Petty Cash				
Chrissy Pymar	Donation for cordyline plant	cash	£ 10.00	

Bank Reconciliation at 30/06/2024

Cash in Hand 01/04/2024		33,824.23
ADD		
Receipts 01/04/2024 - 30/06/2024		21,590.68
		55,414.91
SUBTRACT		
Payments 01/04/2024 - 30/06/2024		7,961.20
A Cash in Hand 30/06/2024		47,453.71
(per Cash Book)		
Cash in hand per Bank Statements		
Petty Cash	30/06/2024	34.54
Community Account	30/06/2024	21,067.32
Savings Account	30/06/2024	26,351.85
		47,453.71
Less unrepresented payments		
		47,453.71
Plus unrepresented receipts		
B Adjusted Bank Balance		47,453.71

A = B Checks out OK

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Signed by the Chairman: _____ on Thursday 1st August 2024

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12. Member's matters:

None

13. Next Meeting- The next meeting is Thursday August 1st in the Small Hall.

The meeting finished at 9.48pm